



Missouri State
U N I V E R S I T Y

***EPP BSED Committee & Advisory Council
Meeting Minutes***

January 18, 2019

I. Call to order

Dr. Tamara Arthaud called to order the meeting of the BSED Secondary Oversight Committee at 10:04 a.m. on January 18, 2019 in Hill 337.

Committee: Tamara Arthaud, Fatih Benzer, Karen Engler, Andrew Homburg, Kurt Killion, JunYoung Kim, Amy Knowles, Carol Maples, Holly Metcalf, Kimberly Stormer, and Tonia Tinsley.

II. Approval of minutes

December 7, 2018 meeting minutes stand.

III. Updates

1. EPPC Updates: Dr. Engler

- a. Two CIS (Continuous Improvement Seminar) meetings are scheduled for spring 2019: February 20 and April 12. The location is to be determined.
- b. The last MEES Training is January 31 for Cooperating Teachers for the spring 2019 semester. There is a low number of responses as of today. An email reminder will be sent but if numbers remain low, the training will be cancelled and Cooperating Teachers will be instructed to complete the training online.
- c. Dr. Engler is part of the DESE MEES workgroup which is meeting the last week of January. Dr. Engler will meet with anyone that would like to give feedback on MEES forms or training. Any concerns will be shared at the January workgroup. The meeting will focus on the four descriptors and changes for the MEES.
 - i. MSU did not participate in the MEES Content Validity Survey as there was no IRB. MSU is one of possibly four institutions that did not provide feedback.
 - ii. As a side note, a DESE memo from May 2018 regarding flexibility for K-12 student placement will be sent to Secondary Program Coordinators.
- d. An email will be sent to Secondary Program Coordinators regarding feedback on MoSPE. The information will be shared with a DESE committee that is reviewing and updating the standards.
- e. Digital Measures needs to be updated. The Assessment Team is pulling reports this month, January. They are most interested in P-K-12 experiences. The student goes in the AIMS report. Dr. Engler will send out a sample of what should be completed.
- f. CIQAPPs (Continuous Improvement Quality Assurance Program Plan) from Secondary programs have been received. There are a few programs that are still working on theirs. CIQAPPs are part of the supplementary evidence for CAEP.
- g. The recently received MDHE (Missouri Department of Education) report was emailed to EPPC. The report has to do with credit hours and range of credit hours to receive a degree in this state. The hours vary from institution to institution. There is some MSU information. There is a table of data that you can compare your program to.

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- i. Most MSU data listed in the report is from COE. Concern was expressed that it may appear we don't offer programs that are not listed. The table was not representative of what MSU offers.
 - ii. The purpose of sharing the report was for comparison of where we are in terms of credit hours. There is concern that other institutions may use the data from this report as part of their marketing strategy. A request for information had been sent to all EPPs but Dr. Craig never received it. Vicki Kramer will forward the report to the BSED Secondary Oversight Committee.
 - iii. Dr. Craig emphasized that this is not internal pressure to adjust hours. The state is setting up external pressure for us to look at our credit hours.
- 2. Director of Secondary Education: Dr. Karen Engler
 - a. Dr. Sarah McCallister is replacing Tonia Tinsley on the Secondary Student Teaching Handbook Committee.
 - b. Dr. Engler will email Program Coordinators the professional block course in the RFT Department. Feedback is requested since there have been some challenges with students getting into courses by the time they are ready for student teaching. Dr. Engler will meet with RFT to move forward.
 - c. SEC 302 passed College Council.
 - d. An Associate Dean candidate, Dr. Tinkler, has been interviewed. There is an evaluation meeting later today.
- 3. Director of Certification, Field Experiences and Data Management: Kim Dubree (absent)
 - a. No report.

The committee agrees to deviate from the agenda to accommodate Dr. Tuesda Robert's schedule.

IV. Discussion

- 1. The committee discussed the EDC 345 pilot at the December meeting. A request to see the data was submitted to the EPP Executive Committee as it would be helpful in determining whether EDC 345 should be recommended as a unit-wide assessment. Dr. Roberts is here to discuss.
 - a. The data request was discussed at EPPC earlier this week. January was not a good month to pull the data.
 - b. It's early for data collection. A request was submitted to Travis Marler for data. There are some challenges to pulling specific data for a single student. If your program would like to review their EDC 345 data, Dr. Roberts will be happy to review it with them.
 - c. Dr. Roberts can pull some projects and review those with the committee.
 - d. Co-requisites and prerequisites should reduce the number of students that have not worked on lesson plans previous to taking EDC 345.
 - e. It is important for CAEP to see the progression of EDC 345 and should be part of the report.
 - f. Sharing ideas and problem-solving to evolve the course is better than working with the data.
 - g. OTC (Ozark Technical Community College) transfers do not have their projects added to Taskstream. Dr. Roberts is working with Angie Miller at OTC.
 - h. Dr. Roberts requests that we ensure that EDC 345 is working seamlessly before making it a unit-wide assessment.

V. Old Business

- 1. Update on course description recommended changes
 - a. SEC 302, SPE 340, and EDC 345 are moving through the curricular process.

2. Finalize planning for BSED Advisory Council
 - a. The Advisory Council is February 15 from 12:30 to 2:30 with the BSED Committee meeting from 2:30 to 3:30.
 - b. Vicki Kramer will send an updated RSVP list to review. We have 25 RSVPs thus far.
 - c. What is our discussion focus?
 - i. Dr. Arthaud and Dr. Engler will review the rubric.
 - d. Russ Brock from ATLL will be in attendance. ATLL is in charge of part of the training for supervisors.
 - e. Cultural competence was discussed at last year's Advisory Council. We should discuss that again sharing how we are evaluating student teachers.
 - f. There is information we will want from our Advisory Council:
 - ii. Are our candidates meeting expectations? What can we do to help them?
 - iii. Last year we defined diversity but where did it go? What do we need to do to reach kids that are disengaged?
 - g. We will send the meeting materials in advance to allow for preparation.
 - h. Probably focusing on MEES and Diversity will be sufficient. The MEES review will be quick. We'll talk about key area of concern from last year's meeting. Dr. Arthaud and Dr. Stormer will work craft the questions for discussion. Dr. Arthaud will formulate a plan and send it to Dr. Stormer and Dr. Engler for input.

VI. Discussion

1. Culturally Responsive Practices in Educator Preparation Provider
 - a. Review resources in EDC 345
 - b. Discussion about needs and manifestation of issues in public schools is necessary.
2. We will discuss internship when we discuss service learning at Willard Schools.
3. Dr. Tinsley is in receipt of an email from a former student that teaches Spanish. She will forward the email to Dr. Arthaud. Vicki Kramer will forward it to the committee.
4. Dr. Homburg contacted the Faculty Center for Teaching and Learning (FCTL) regarding the discussion of the article on cultural responsiveness. They invited the committee to attend their event or have a separate discussion. Several dates are available.

VII. New Business

1. No new business

Dr. Tamara Arthaud adjourned the meeting at 12:00 p.m.

Respectfully submitted by: Vicki Kramer